

COOPERATIVE LIBRARY SERVICES

RESOLUTION NO. 2984

WHEREAS, by Chapter 1.5 of Division 20 of the Education Code of the State of California, Public Library Services Act of 1963, the Legislature of the State of California has declared that it is in the interest of the people and of the state to aid and encourage the development of free libraries throughout the State by grants to public library systems for the purpose of (a) assisting them in establishing, improving and extending library services and (b) encouraging them to establish library systems in areas when such cooperation would facilitate improved library services, and

WHEREAS, it is deemed in the best interests of the City of Lodi and its residents that the City of Lodi join with the Counties of Amador, Calaveras and Tuolumne, the city of Stockton and such other municipalities and/or counties within its geographic area as is deemed advisable for the formation and establishment of a library system and applying for establishment and per capita grants pursuant to the Public Library Services Act of 1963, as amended; now therefore,

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF LODI, AS FOLLOWS:

1) That the Director of Library Services of the City of Stockton be and she is hereby authorized and directed to make application to the State Librarian for establishment grants and per capita grants for the formation of a cooperative library system among the City of Stockton, Counties of Amador, Calaveras and Tuolumne and the City of Lodi and such other municipalities and/or counties in the geographical area as is deemed advisable, pursuant to the Public Library Services Act of the State of California being Chapter 1.5 of Division 20 of the Education Code of the State of California (Sections 27111-27147 inclusive).

2) That that certain document entitled "Plan of Service." a copy of which is attached hereto marked Exhibit "A" and by reference made a part hereof is hereby adopted and approved.

3) That the City Librarian of the Lodi Library be and he is hereby appointed to the executive committee of said cooperative library system.

4) That the Director of Finance of the City of Stockton is hereby designated and appointed fiscal agent for said cooperative library system.

5) That the Stockton Director of Library Services be and she is hereby authorized to execute all documents necessary to carry out the intent and purpose of this resolution.

6) That the Director of Library Services of the City of Stockton is hereby authorized and directed to name in the Plan of Service and to include in the library system such other municipalities and/or counties in the geographical areas as may approve the Plan of service and qualify for membership.

Dated: September 7, 1966

I hereby certify that Resolution No. 2984 was passed and adopted by the City Council of the City of Lodi in regular meeting held September 7, 1966, by the following vote:

Ayes: Councilmen - BROWN, CULBERTSON, HUNNELL, KIRSTEN
and WALTON

Noes: Councilmen - None

Absent: Councilmen - None


Beatrice Garihaldi
City Clerk

PLAN OF SERVICE

EXHIBIT "A"

A PLAN OF SERVICE, approved by the participating public agency or agencies, must accompany the application of a library or libraries for grants under the Public Library Services Act of 1963. The PLAN OF SERVICE must follow the outline below as to the sequence and numbering of topics and the scope of each.

The proposed system will include the libraries of Amador, Calaveras and Tuolumne counties, the City of Lodi, the City of Stockton-San Joaquin County, the City of Turlock and Stanislaus County and the City of Modesto (McHenry Public Library).

This plan was developed by representatives of all libraries working in conference.

Name of System:

49-99 COOPERATIVE LIBRARY SYSTEM

1. Selection of Materials and
2. Acquisition of Materials

Selection of materials is scheduled for twice a month for adult books and monthly for juvenile books. Primary selection is by the Coordinators of Adult and Children's Services together with the chief Book Selector and the Coordinator of Branch Services of the Stockton-San Joaquin County Library. A list for branch and contract library consideration and purchase is produced. Requests for materials and recommendations for purchase may be made by any member.

System librarians will meet regularly to review books and select from the purchase list. Book selection meetings are open to system members.

Orders for materials are coordinated onto one order form by the Book Selection and Order Librarian (Stockton-San Joaquin County Library) who places the orders.

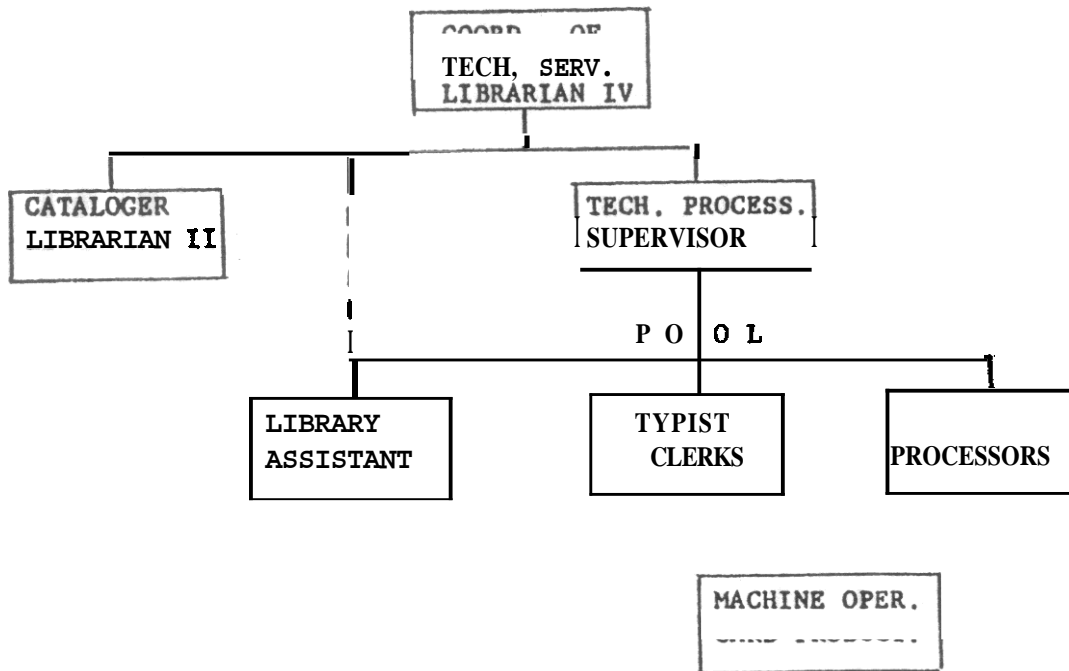
In view of the fact that all agencies entering the system except Lodi, Turlock and Stanislaus County and Modesto are already contracting with the Stockton-San Joaquin County Library for acquisition and processing of materials, the first year or two years of system operation will include an intensive study of ways and means whereby these libraries may be able to participate in cooperative selection, acquisition and processing of library materials with all other system members.

(See Attachment 1 for "Book Selection Policy" of each agency represented. A system policy will be adopted when the system is formed.)

3. Organization and Physical Preparation of Materials

Materials received will be cleared by the Stockton-San Joaquin County Library Order Section, invoices sent to the respective libraries for payment and materials routed through the Processing Clerical Pool for classifying, cataloging and processing. Staff is organized as follows:

3. Organization and Physical Preparation of Materials (cont.)



4. Lending of Materials

The Wayne County Disposable Transaction Card system is used by Amador, Calaveras, Tuolumne and the Stockton-San Joaquin County libraries. Lodi, Turlock and the Stanislaus County and Modesto libraries use the Gaylord system. All libraries have a three-week loan period. Books may be borrowed at any point and returned at any point within the system without penalty. Lodi, Turlock and Stanislaus County and Modesto libraries have registration systems and will issue cards to a borrower from any other member library. Common rules and regulations exist among Amador, Calaveras, Tuolumne and the Stockton-San Joaquin County libraries.. Lodi, Turlock and Stanislaus County and Modesto libraries will evaluate these in relation to their operations during the year.

5. Reference & Research Service

All member libraries have basic reference collections, with the large central reference facility at Stockton. Subject requests unfilled by member libraries are directed there by fast communication, and available materials are sent from there to the requesting library and when necessary by photo copy. Needed materials not within the system are borrowed from other libraries.

6. Interavailability of Materials and Information

Specific holdings of member libraries may be ascertained through a master shelf list or the telephone communication system, and by TWX or interlibrary request form if outside the system. Materials will be

6. Interavailability of Materials and Information (cont.)

interloaned freely and the reference collections and help of the staffs will be available to users of member libraries at any point in the system.

Materials and information will be moved among the points of service by frequent truck delivery, or by parcel post or other means when necessary.

7. Equal Access

Residents of the areas served by the system may use any and all facilities of any member library.

8. Extension Services

The adopted branch library plan with standards for the Stockton-San Joaquin County Library is attached. This is part of the city and county general plan.

The plan for library development with standards for Calaveras and Tuolumne counties is contained in the CALAVERAS-STOCKTON-SAN JOAQUIN COUNTY LIBRARY PROJECT: A Survey with recommendations, June 1966, and in the TUOLUMNE-STOCKTON-SAN JOAQUIN COUNTY LIBRARY PROJECT: a Survey with recommendations, June 1966. These libraries are in areas of such sparse population that branch standards are inapplicable.

Amador County Library is in the same sparsely populated category. It has no branch libraries, but is developing service points as recommended in the AMADOR-STOCKTON-SAN JOAQUIN COUNTY LIBRARY PROJECT: A Survey with recommendations, 1959.

Lodi is an independent local library serving a population of 27,000 in a 5-mile area. It has no branch standards.

Turlock is an independent library serving 10,125 people, affiliated with the Stanislaus County library. It has no branch standards.

Stanislaus County and Modesto libraries have no adopted branch standards, but will study and adopt them during the first year.

9. Major Libraries

Sacramento on the north and Fresno to the south. No agreements exist except inter-library loan usage.

10. Area Wide Projects

During the year, studies and plans will be considered on bringing the system into line with the informal service pattern outlined in PUBLIC LIBRARY SERVICE EQUAL TO THE CHALLENGE OF CALIFORNIA...California Statewide Survey of Public Library Service, June 1965.

The Stockton-San Joaquin County Library would become a reference center as outlined in the Martin Study.

11. Coordination of Systems

Will use Northern California Library Film Circuit for film service.
TWX will tie in this system with other systems in the State.

12. Government Publications

The depository collections of the Stockton-San Joaquin County Library will be available for research and use by all members of the system. There are 198,640 U.S. documents and 28,898 California documents in the collection. Purchase and selection lists for useful items will be coordinated with the book selection and acquisition operation.

Stanislaus County library is also a selective depository for California documents.

Foreign Language Collections

Plan to develop a service center resource with books and learning recordings to meet the needs of member libraries.

Special Subject Collections

Plan to develop more depth in subject fields and to further strengthen local reference collections. Special annotated subject lists will be produced from time to time for system use.

Record Collection

Plan to develop local collections as grant permits.

Copying Equipment

Each member library will obtain copying equipment.

In-Service Training

Will organize a plan fitted to member libraries' needs. At present, a correspondence course in reference tools is being conducted.

Newspaper Publicity

Will make pertinent news release material available to all members.

Posters-Displays-Exhibits

Plan to develop exhibits that can be rotated among member libraries.

Story Hours and Children's Programs

Expect to organize and develop programs for local use. Will expand the Summer Reading programs.

The system intends to evaluate these and other programs of service after the system is in operation to determine what is feasible and financially possible.

13. PROVISIONAL ELIGIBILITY OF SYSTEM

(Use only if system does not meet eligibility standards)

The Library System **is** eligible on a provisional basis only, because **it** does not meet standards in the following areas: (Education Code 27131)
Check those which apply.

1. ☐ new book titles
2. ☐ titles acquired in last ten years
3. ☐ reference book titles
4. ☐ periodical titles
5. ☐ percentage of periodicals in back files **or** on microform
6. ☒ financial; **name(s)** of provisional member(s):

Stanislaus County Free Library, McHenry Public Library (Modesto), Turlock City Library. This is submitted under provisions of Title 5, Section 20204 which states "A library affiliated with a county library may elect to participate jointly with the county library for establishment grants **or** per capita grants. In such a joint application the combined expenditures of the affiliated library and the county library shall serve as the basis for determining the qualifications of both libraries under Education Code Section 27131 (f).

Describe how the system plans to meet full eligibility requirements within a period of four completed fiscal years. Indicate how much progress towards meeting the standards **it is** anticipated will be achieved each year:

Both Turlock and Modesto are affiliates of the county library by definition in Title 5, Section 20101 and by city, and county resolutions **and** contracts. 1st year (Fiscal Year 19 66 / 67):

The following expenditures are on file in the Stanislaus County Auditor's office and **it** is obvious from these actual and projected expenditures that the County Library **and** the affiliates of Modesto and Turlock **will** meet the financial requirement of \$2.50 per capita in fiscal 1967/68.

Total	1961162	1962/63	1963/64	1994/65	1965/66	1966167	1967168
Expenditure	\$306,789	\$322,743	\$344,154	\$361,101	\$405,609	\$434,914	\$453,890
Per Capita	\$1.73	\$1.83	\$1.95	\$2.05	\$2.30	\$2.47	\$2.57

Note: The 1965 population figure of 176,100 was used to compute all per capita figures.

14. Legal Structure

Joint Exercise of Powers Act will be used to form the system. The executive committee ~~will~~ be composed of the following and any others named by appointive agencies:

Amador:	Mrs. Sylvia Neal, acting county librarian
Calaveras:	Mrs. Mary Lou Hawkley, acting county librarian
Tuolumne:	Mrs. Diane Hooe, acting county librarian
Lodi:	Mr. Leonard L. Lachendro, Librarian
Stockton-San Joaquin Co:	Mrs. Margaret K. Troke, Director of Library Services
Turlock:	Mr. Paul Thompson, Librarian
Stanislaus County:	Mrs. Mildred Herndon, acting county librarian
Modesto (McHenry):	not yet appointed

15. Staffing

All above library personnel ~~will~~ be involved at least 25% of their working time.

In addition, the following staff will be at least 25% involved:

Mr. James R. Koping, Coordinator of Adult Services, Stockton-San Joaquin County Library

Mr. Joseph Benson, Coordinator of Branch Services, Stockton-San Joaquin County Library

Miss Anne Bedinger, Coordinator of Children's and Young People's Services, Stockton-San Joaquin County Library

Mr. Aldo Rossi, Coordinator of Technical Services, Stockton-San Joaquin County Library

Miss Patricia Golton, Book Selection and Order Librarian, Stockton-San Joaquin County Library

Names of personnel who will be engaged exclusively in system activities not known at this time. Positions ~~are~~ included in budget.

16. Physical Facilities

System libraries will provide space for system activities including system headquarters.